

**STATE OF NEW JERSEY**  
**UNCLAIMED PROPERTY ADMINISTRATION (UPA)**  
**INSTRUCTIONS FOR DELIVERING STOCK SECURITIES**

ALL Stock Securities should be registered to:

NAME:	<b>Neary Penco (UPA's Nominee Name)</b>
TAX ID:	<b>23-6660388</b>
ADDRESS:	<b>NJ Department of Treasury Unclaimed Property Administration 50 Barrack St, 6<sup>th</sup> Floor PO Box 214 Trenton, NJ 08695-0214 ATTN: Administration Section</b>

Regular securities that are Depository Trust Company (DTC) eligible should be sent free receipt or Deposit/Withdrawal At Custodian (DWAC) to the Custodial Agent, US Bank. DTC and DWAC Instructions are included in the Holder Packet.

- Always register securities with the P.O. Box 214, Trenton, NJ 08695-0214 address and not the physical address.
- To ensure accurate account credit, a list of the securities **must** be e-mailed to either Carol Hopewell or Antoinette Delia at US Bank. When emailing Carol or Antoinette be sure to copy [nj.upwire@treas.state.nj.us](mailto:nj.upwire@treas.state.nj.us) on the email. The list may also be faxed to US Bank at (866) 284-1939 to the attention of Carol or Antoinette. If a list is not provided, US Bank has instructions from the UPA to deny the free receipt. This could result in your securities decaying.
- The e-mailed (or faxed) list must match the list that accompanies the annual Unclaimed Property report.
- If a reported security is non-transferable because the stock is in the owner's name, it must be reported as Property Type Code SC30 and the physical certificate included with the report. If you're reporting through the UPA's Online Holder Reporting application, please mail any physical stock certificates directly to the UPA (address above).

**DTC Delivery Instructions:**

BANK NAME: US Bank  
PARTICIPATING ID: 2803  
INSTITUTIONAL ID: 12278  
REFERENCE ACCT#: 56-7750-00

ADDRESS: EX-PA-WBSP  
50 South 16th St  
Philadelphia, PA 19102

ATTN:	Carol Hopewell	OR	Antoinette Delia
PHONE:	(215) 761-9337		(215) 761-9340
EMAIL:	<u>carol.hopewell@usbank.com</u>		<u>antoinette.delia@usbank.com</u>
FAX:	(866) 284-1939		

**Instructions for physical stock certificates / drs statements:**

- All PHYSICAL STOCK CERTIFICATES and DRS STATEMENTS should be mailed to the above address (Attn: Administration Section) if using **USPS First Class Mail**.
- If using a **courier service**, please send (but DO NOT REGISTER the securities) to:

NJ Department of Treasury  
Unclaimed Property  
50 Barrack Street – 6<sup>th</sup> Floor  
Trenton, NJ 08695  
Attn: Administration Section